

WATERFRONT OVERSIGHT COMMITTEE MEETING MINUTES
THURSDAY, FEBRUARY 18, 2016
Sister Bay-Liberty Grove Fire Station – 2258 Mill Road

The February 18, 2016 meeting of the Waterfront Oversight Committee was called to order by Chairperson Denise Bhirdo at 4:00 P.M.

Present: Chairperson Bhirdo, and members Pat Duffy, Nate Bell, Chad Kodanko, Rob Zoschke, Tanya Crowell and Shane Solomon

Others: Rick Wylie

Staff Members: Facilities Manager Steve Mann, Village Administrator Zeke Jackson and Assistant Administrator Janal Suppanz.

Excused: Marina Manager Nicole Krauel

Approval of the agenda:

A motion was made by Duffy, seconded by Kodanko that the Agenda for the February 18, 2016 meeting of the Waterfront Oversight Committee be approved as presented. Motion carried – All ayes.

Approval of minutes as published:

Bhirdo noted that she had left her notes regarding potential minute revisions at home, and, therefore, she would like to table this agenda item.

A motion was made by Bhirdo, seconded by Duffy that approval of the minutes for the February 11, 2016 meeting of the Waterfront Oversight Committee be tabled until the next meeting of the Committee. Motion carried – All ayes.

Comments, correspondence and concerns from the public:

Bhirdo asked if anyone wished to comment regarding a non-agenda item. No one responded.

Business Items:

Item No. 1. Discussion regarding items pertaining to Waterfront Park which are listed on the Parks Planning Worksheet; Consider appropriate motions if relevant:

Discussion took place regarding the possibility of the Village purchasing a large tent(s) for festivals and/or weddings, and Steve Mann reiterated that erection of tents in the Village Parks is a labor intensive task for the employees in his Department. Issues also arise when people rent pole tents, which have to be staked, as there are a number of underground electrical and water lines located throughout the parks.

Jackson noted that it might help eliminate some work for the Parks Department crew members if permanent stake holders are placed in the designated tent locations. He also stated that the Fire Chief informed him that the Fire Department may be interested in purchasing a large tent, as they do participate in festivals from time to time. The Fire Chief informed Jackson that the Village could use the Fire Department's tent as long as the Village Parks Department crew members put it up, and if the tent is used for weddings and/or festivals rental fees could be split between the two entities. The Parks Committee also discussed the possibility of only allowing frame tents, which are not staked, but wind velocities will definitely come into play.

1 Bhirdo asked if the Committee members actually want to allow tented events in Waterfront
2 Park. She also asked if the Village has sufficient manpower to erect tents on a regular basis.
3 During discussion the suggestion was made that if weddings are allowed a limited park use
4 schedule be established and higher fees charged. Mann stated that he does not believe he has
5 sufficient manpower to take on such a large task.

6
7 Zoschke stated that he believes the Village should make a concerted effort to book more
8 festivals like Plein Air as those type of events tend to draw large groups of people who might
9 visit local shops, restaurants and lodging establishments while they're up here.

10
11 It was eventually the consensus that the following locations should be designated as special
12 event areas where tents will be allowed:

- 13 • Marina Park
- 14 • The Area north of the Village Hall, (Lienau Hill)
- 15 • The Beachfront Area (The former Helms property)

16
17 (Typically if a wedding is conducted on a Saturday the tent would be erected on the preceding
18 Friday afternoon and it would have to be taken down by 10:00 A.M. on the following Monday.)

19
20 *At 5:02 P.M. Zoschke indicated that he had another obligation and left the meeting.*

21
22 The Committee members agreed that the following fees should be charged for tented events:

- 23 • Marina Park – Security Deposit - \$1,000.00; Exclusive use of the designated space for the
24 weekend - \$1,250 including set-up.
- 25 • The area north of the Village Hall (Lienau Hill) – Security Deposit \$1,500.00; Exclusive
26 use of the designated space for the weekend - \$1,875.00 including set-up.
- 27 • The Beachfront Area – (Use will only be allowed during May, June, September and
28 October) Security Deposit - \$3,000.00; Exclusive use of the designated space for the
29 weekend - \$3,500.00 including set-up.
- 30 • The Beachfront Area - (Use will only be allowed on two weekends in either July and/or
31 August – Security Deposit - \$3,000.00; Exclusive use of the designated space for the
32 weekend - \$7,000.00.

33
34 *At 5:25 P.M. Duffy indicated that he had another obligation and left the meeting.*

35
36 *A motion was made by Bhirdo, seconded by Bell that the Waterfront Oversight Committee is*
37 *recommending that the Village not purchase or rent tents, tables, chairs and the like to persons*
38 *utilizing Village facilities and parklands. Motion carried – All ayes.*

39
40 *Mann noted that issues have arisen in the past with some tent providers, and it was eventually*
41 *the consensus that all persons reserving Village parklands for tented events shall be informed*
42 *that "Rent-A-Tent" is the preferred tent provider.*

43
44 **Item No. 2. Consider a motion to discuss matters to be placed on a future agenda or referred**
45 **to a committee, official or employee:**

46 It was the consensus that the following issues shall be addressed at the next meeting of
47 the Waterfront Oversight Committee:

- 48 • **Follow-up discussion regarding parking for weddings and tented events.**

- Discussion regarding utilization of the Performance Pavilion/band shell.

Adjournment:

A motion was made by Bhirdo, seconded by Solomon that the February 18, 2016 meeting of the Waterfront Oversight Committee be adjourned at 5:35 P.M.

Respectfully submitted,



Janal Suppanz,

Assistant Administrator